

**REGULAR COUNCIL MEETING**  
**APRIL 16, 2019**  
**6:00**

**NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING.**

Mayor KayDee Gilkey called the April 16, 2019 regular council meeting to order at 6:00 pm.

Mayor and Town Council members present: KayDee Gilkey, Melissa Lunsford, Jamie Paden, Valerie Rogers, George Davidson and Emily Thomas.

Others present: Ashley Lightfoot, Cyndee Davidson, David Watling, Justin Gust, Perry Paden, Greg Wernz, Devin Billington and Cheryl Loeffler, Spokane County Sheriff Deputy and City of Spokane Valley Police Officer.

**Approval of the Minutes**

**ACTION**

Jamie Paden moved to approve the minutes as read from the regular council meeting of April 2, 2019; seconded by Valerie Rogers. The motion carried 5-0.

**Approval of Claims**

**ACTION**

Jamie Paden moved to approve the claims for April 16, 2019 with EFTs #669-675 totaling \$9,263.68 and checks #19588-19605 totaling \$17,696.28; seconded by George Davidson. The motion carried 5-0.

04/16/2019	
Claims	\$16,484.51
Payroll	10,478.45
Total Paid	\$26,962.96

Check register signed by Melissa Lunsford, Valerie Rogers and Jamie Paden.

**Guest**

**Gregg Wernz-Damage to property**

Gregg Wernz owns the property and building at 618 E Prairie View Road, which is at the bottom of Jackson Road. He came to the council asking for a resolution to the washout issue he has experienced in the past and again with the recent draining of the reservoir for repairs. The gravel in his lot has been washed away and the water has caused ruts which make the area very difficult to access. He is asking the town to replace the gravel and to repair the damage to the lot. He also asked to come up with a resolution to keep the water away from the foundation of the building.

**Float chassis**

Darlene Wernz donated the float chassis to the town several years ago. The Service Club is no longer using the chassis for parades and it has sitting outside since June of 2017. The council wanted to discuss declaring the chassis as surplus since Gregg Wernz was at the meeting tonight. The council was given the nod from him.

**ACTION**

Valerie moved to declare the float chassis surplus; seconded by Melissa. The motion carries 5-0.

**Engineer Report**

**Main Street Sidewalk Resurfacing**

Currently ramping up the contract. The contractor, Cascade Industrial Services, is finishing up contract execution paperwork (Bonds, insurance, signing agreement, etc.) and starting submittals. Once we have a signed agreement with contractor, Bryan will schedule a pre-construction meeting to discuss project details and schedule. Construction is

anticipated in late May, weather permitting. The goal is to either start it early enough to have it all completed before Flag Day (Preferred option if weather and contractor's schedule permit) or wait until after Flag Day to begin. Construction time is about 3 weeks.

### **First Street Sidewalk Phase II Design**

Received comments on the design phase consultant agreement from WSDOT. Bryan should have the agreement updated and returned to WSDOT later this week for their concurrence. WSDOT requested a Small Business Enterprise (SBE) goal be included in the contract. Century West is in the process of getting their SBE certification, but it is not expected to be approved for another month or so. This is a new requirement and not very many companies are SBE certified currently.

### **Spokane County Chip Seal and Patching Coordination**

Still waiting for Becca to complete her field inspection of the proposed work so that we can wrap up the Task Order Scope of Work. Bryan will have more information as soon as it becomes available.

### **WSDOT Coordination**

KayDee, Melissa, Devin and Bryan met with Glenn Wagemann from WSDOT on April 11 to discuss the town's issues/concerns/needs on SR-27. A couple key highlights from the meeting:

- Glenn will be following up with their environmental staff to determine what WSDOT can do on their end to help the Town address maintenance and flooding issues with creek drainage.
- WSDOT has a Chip Seal project scheduled in 2020 for SR-27. This may be a great opportunity to piggyback onto the WSDOT project for chip sealing more roads in Town, especially if we can leverage it with grant funds from TIB. Bryan will be talking with Gloria Bennett about the possibility for this year's TIB application cycle that opens up in June.

### **OLD BUSINESS**

#### **Mosquito fogging Rex McMullin**

After contacting the City of Tekoa about access to the truck and fogger, Rex presented a different proposal of \$150 per application and Tekoa will charge Fairfield for the pesticide and fuel used separately. To avoid any unnecessary applications, the council would prefer that Rex contacts either public works or the mayor for approval before each application.

#### **ACTION**

Jamie moved to accept the proposal from R.A.M. Services of \$150 per mosquito control application expense with the addition of having him contact public works or the mayor prior to each application and that the pesticide and fuel charges will be paid to the City of Tekoa; seconded by Melissa. Motion carries.

#### **Chipping Event**

Cheryl contacted Out On A Limb to submit a bid for the chipping but there was no response from them.

#### **ACTION**

Jamie moved to accept JET Construction's proposal of \$2,500 plus tax for the May 11, 2019 chipping event; seconded by Val. The motion passed 4-1 with Emily abstaining.

We will again have \$20 day permits available to purchase beforehand and there will be someone at the site other than John and Emily monitoring them. Some residents have asked if they could bring their debris early. After discussing, it was agreed to open the area on May 7 from 2-5 for residents that are unavailable on Saturday.

### **NEW BUSINESS**

#### **Planning Commission/Improvement Board (PCIB)**

##### **Appointments to PCIB**

Mayor Gilkey appointed Tim Murphy and Ashley Lightfoot to the PCIB to fill the two empty positions and Kevin Lunsford was appointed to serve as an alternate on the board.

## **Building Permit**

The Planning commission recommended approval of Building Permit #2019-02 for a new home located on 4<sup>th</sup> between Spokane and Portland Streets.

### **ACTION**

Following the recommendation of the PCB, Jamie moved to approve Building Permit #2019-02; seconded by Emily. Motion carries 5-0.

## **Liquor permit for Flag Day**

Emily moved to approve the special occasion liquor permit for Flag Day; seconded by Jamie. Motion carries 5-0.

This permit will only be for the beer garden in Thiel Park.

## **Fairfield sign at entrance**

The sign at the north end of town did not survive the winter. Liberty School has recently purchased a plasma cutter so KayDee will contact the school about making the sign. A design contest may be an idea for involvement.

## **Computer purchased**

The office computer failed and had to be replaced. Friendly Computer was able to take the hard drive from the original computer and place it into the new one, so no information was lost.

## **Memorial Park flower garden**

Valerie and Perry met to discuss putting one in. good feedback from several residents on both planting and upkeep. Working on fine tuning. Johnson Search Group will help plan. We will do some research on the rules and or benefits of calling it a garden or park.

## **Public works report**

**Sewer:** New Connections and Inspections, Fee schedule.

Ms. Dianna Washington canceled the WWTF Inspection for the 10<sup>th</sup> this will be rescheduled.

**Streets:** Welcome Sign

We are in the process of fixing potholes, grading roads, and adding gravel to muddy areas.  
The grader is running and will be grading roads.

**Parks:** Park Restrooms will be open as soon as water fountain is fixed. The plumber is currently working on this issue.

**Water:** Well House #5. Estimates. (Attached)

Reservoir has been repaired and inspected. (Update)

Overflow location

Tank inspection

SCADA – (update) grants

## **General:**

April 26 Devin is out later in the day.

## **An Example of a Regular Task:**

Herbicide and Pesticide Samples (15 Min.)

These samples are taken at our different well sources on a regular schedule set by DOH. We currently have one set up to be taken next month at Well #1, #2, and #5. This is yet another sample we take to insure Fairfield has safe drinking water. If this sample comes back with anything harmful present it would be announced to the public, and more frequent samples would be collected to insure your water is safe. As of now we have no concerns with your drinking water.

**Compliments/Complaints**

None.

**Other**

Custom Spray contacted us about dust control. The council has focused the budget to improve streets so the town will not subsidize the dust control application.

Flag Day meeting with the Service Club on Thursday, April 25 that the council may attend  
The Council thought it would be good to participate in the parade. Cheryl will send the application to Micki Harnois.

**Dates to remember**

<b>E-Cycle</b>	April 27
<b>Cheryl out</b>	April 19-24 back on Thursday
<b>Devin out</b>	April 26
<b>Tire Recycle &amp; Chipping Event</b>	May 11
<b>Candidate filing</b>	May 13-17

**ADJOURN**

With no further business, the council meeting adjourned at 7:45 pm.

---

**KayDee Gilkey, Mayor**

**Cheryl Loeffler, Clerk/Treasurer**